



Farm-to-Prison Local Food Project

Program Principles

Contact: Julie Vanneste, Sustainability Coordinator (360) 725-8396

Summary: A partnership of Washington Department of Corrections (WDOC) and Washington State Department of Agriculture (WSDA).

Participating Correctional Facilities:

Monroe Correctional Complex (Snohomish County)
Stafford Creek Correctional Center (Grays Harbor County)

Project Length: Growing Seasons in Calendar Years 2010 and 2011

Intent: The Washington Department of Corrections is improving sustainability in its facilities. Food services at correctional facilities can provide a number of sustainability opportunities, including fuel consumption, pollution reduction, local economic systems, and waste reduction. Monroe and Stafford Creek have existing programs for inmate food processing and preparation, so food will not need to be pre-processed. Farms will be encouraged to sell produce in a field-packed, unprocessed state in order to keep costs low and optimize the benefits to both buyer and seller.

Correctional facilities:

- Will inspect all product upon delivery to ensure quality (and may reject delivery if quality does not meet their standards)
- Will ensure proper handling of produce for processing, meal preparation and food service. Kitchen and processing facilities will have HACCP plans or other appropriate food safety procedures in place.
- Each facility will purchase from at least two pre-qualified growers in 2010 and from at least three in 2011, provided there are enough qualified growers and products available.

WSDA:

- Will send out calls to produce growers announcing the opportunity.
- Will assist DOC with developing pre-qualification standards for the project.
- Will serve as a resource if needed to respond to questions from growers or buyers about agricultural direct marketing and assist with problem-solving where necessary.

Process:

1. The WSDA and WDOC will contact growers through existing networks (email, mailing lists, etc.) to notify them of the pilot opportunity and steps for getting pre-qualified.
2. Washington Department of Corrections' staff will gather pre-qualification information from growers.

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3. An email distribution list or listserv will be created by WSDA/WDOC to provide communication among agency partners and pre-qualified growers.
4. Pre-qualified growers will receive a welcome communication to begin discussion of plans for the coming season. This will allow growers to share their goals, plans and needs with buyers before planting and provides buyers an opportunity to learn what products will be available.
5. The WDOC buyers will contact growers via the e-mail list 2-4 weeks from harvest to plan purchases. Details of volumes, delivery and price commitments will be set at that time. If delivery is delayed or volumes change WDOC is not committed to purchase. Field inspections by WDOC may be scheduled at this time.
6. Pre-qualified growers may contact Corrections buyers via the e-mail list at any time if they have over-production they wish to sell to WDOC facilities.
7. Growers will provide clear and detailed invoices. Payment will be made on a 30-day turnaround, with a possible extension to 45 days in the first transactions (to allow for pilot glitches in the system).
8. Farms interested in participating in this pilot project must answer the following questions to be considered for participation in the program as growers.

Pre-Qualifying Questionnaire

List what crops you grow below.

Crop	Months Available for harvest/delivery	Volume per Month (estimated) in pounds
Apple		
Broccoli		
Carrot		
Cauliflower		
Celery		
Corn		
Cucumbers		
Green Cabbage		
Green Pepper		
Lettuce- Iceberg		
Lettuce- Leaf		



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Crop	Months Available for harvest/delivery	Volume per Month (estimated) in pounds
Lettuce-Romaine		
Mushroom		
Onion		
Potato		
Red Cabbage		
Squash-summer		
Squash-winter		
Tomato		

The Washington Department of Corrections is interested in introducing more seasonally appropriate produce to the menus gradually.

Please list other crops that you grow that were not listed in first table:

Crop	Months Available for harvest/delivery	Volume per Month (estimated) in pounds

1. Can you sell your produce at a competitive rate to be negotiated between you and WDOC buyers at the prison facility? Grading for size and blemishes are pertinent for some items, (i.e. potatoes, carrots, etc.), and can be negotiated at time of order. The Seattle terminal market price <http://newfarm.rodaleinstitute.org/opx/market1.php?prcid=6&mid=2>, with a small markup for minimal (field) packing and distribution costs, will provide the pricing guideline. ☐Y / ☐N
2. Do you have insurance coverage at the following levels?
 - a. General Liability - \$1,000,000 per occurrence, \$2,000,000 aggregate ☐Y / ☐N
 - b. Product Liability - \$1,000,000 per occurrence, \$2,000,000 aggregate ☐Y / ☐N
 - c. Auto Liability - \$500,000 per occurrence, \$1,000,000 aggregate ☐Y / ☐N
3. Can you deliver produce within 8 hours of harvest if un-refrigerated, or store food at appropriate temperatures for delivery beyond that time frame to ensure quality? ☐Y / ☐N
4. Do you have, or can you obtain, a WSDA processing license if processing of any kind is necessary, including mixed salad greens. ☐Y / ☐N

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5. Can you commit to using and documenting good agricultural practices to minimize risk of food borne illness? This may include Good Agricultural Practices (GAP) or other third party food safety certification, self-assessment documentation, and/or periodic farm visits and inspection by DOC staff. ☐Y / ☐N

6. Are you open to participate in educational opportunities/sessions at the participating facilities as part of the pilot program? We are asking growers whose product is purchased to agree to two (2) visits per season. These sessions will be organized and facilitated jointly by WDOC and WSDA and provide facility staff and offenders dialogue with farmers, tastings of produce items (highlighting less common items or varieties to encourage acceptance of these foods in the cafeteria), and/or educational sessions in the prison gardens for those inmates working there.
☐Y / ☐N